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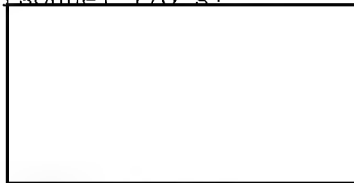
25 JUL 1969

MEMORANDUM FOR: Deputy Director for Support

SUBJECT : Support Directorate Seminar (Problem Solving)

REFERENCE : DD/S 69-2485, Dated 11 June 1969, Same Subject

1. This memorandum is for your information.
2. The following problem areas are suggested for consideration by the Problem Solving Group:
 - a. How, with increased budgetary and manpower controls, can new Support requirements be met? How can Support workloads best be measured and identified to management for consideration of reallocation of resources? In reallocation of resources, who decides what support to whom is curtailed?
 - b. What is the impact of optional early retirement on the Office of Communications? What use can and should be made of forced early retirement to increase the effectiveness of the Office? How can we attract and hold young engineers against competition from industry?
 - c. How can the Office of Communications, as a very large office, oriented towards overseas service and faced with rapidly increasing TDY requirements, best provide administrative/personnel support to our people with the limited admin/personnel group that we have? What role can Automatic Data Processing play in providing increased service without increases in admin/personnel T/O's?



Director of Communications

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